



## COMMUNITY PARTNERS IN ACTION

**JOB TITLE: Program Manager: REGIONS-Site Secure**

**LOCATION: Hamden, CT**

**POSTING CLOSE DATE: September 6, 2019**

### PROGRAM DESCRIPTION

The REGIONS-Site Secure Program is a secure residential treatment program for up to 8 boys. The mission of the program is to provide a home-like environment with a trauma-informed, culturally responsive, gender-specific, linguistically appropriate, strengths-based, and relationship-driven milieu for the boys and to help them improve their social, physical and emotional well-being. Our vision is to therapeutically intervene in the cycle of offending to reduce the boys' risk factors and prevent them from transitioning into the adult justice system. Our treatment philosophy is one that is individualized, designed to help the boys develop a positive self-image, learn effective coping skills, experience success, gain confidence, build positive relationships, achieve behavioral changes and re-enter their communities better equipped to succeed.

### POSITION REQUIREMENTS

Master's degree or higher, or Bachelor's degree with at least 10 years' experience operating a residential program with considerable knowledge of the juvenile justice system, the operation of juvenile residential programs and residential therapeutic treatment programs. Understanding and knowledge of gender specific, trauma-informed, culturally responsive and linguistically appropriate issues and needs; knowledge of behavior motivation and psychosocial interventions; knowledge of child psychology and development; training in security and custody. Strong emotional intelligence, ability to interact with multi-cultural populations; crisis management skills; strong leadership, decision making, communication, interpersonal and organizational/ prioritization skills, adaptability, flexibility and resourcefulness. Must share the belief that people can change and individuals in need deserve quality services and an opportunity to succeed. Familiarity with relevant state and federal laws. Must have and maintain a valid CT driver's license and have reliable transportation. Bilingual (English/Spanish) preferred.

### RESPONSIBILITIES

- Manage 24 hour responsibility for REGIONS-Secure program operations and staff; maintain a safe, secure, strength-based, gender responsive, trauma informed, linguistically appropriate and culturally sensitive environment; ensure fidelity to program model.
- Work closely with the program funder in the referral review, scheduling and notification process; assign referrals to the Clinician and Reintegration Mentor.
- Oversee all staff assignments, program coverage, and flow of service within the program.
- Collaborate with the Clinician to manage crisis intervention.
- Develop and maintain standards for program policies and procedures including supervision and monitoring of youth.

*Program Manager  
REGIONS-Site Secure*

*August 2019*

- Manage staff recruitment, retention, evaluation, development and trainings in compliance with agency/funder requirement.
- Provide ongoing leadership and supervision for direct reports including facilitation of staff meetings and conducting monthly supervisions to discuss performance and professional development.
- Perform quality assurance audits to ensure program compliance with all standards.
- Ensure that the program's physical environment is clean, safe and supports a therapeutic community setting.
- Participate in program/clinical meetings and ad hoc work groups in an effort to carry out the mission of the program within and outside of the agency.
- Manage the On-call schedule; respond to after-hours calls, including evenings, weekends, and holidays as needed, on a rotating on-call basis.
- Establish and maintain professional boundaries with all staff, youth and providers.
- Serve as a role model to youth and staff, modeling pro-social behaviors.
- Work collaboratively with internal and external providers.
- Interact with other community-based agencies.
- Analyze and evaluate the accomplishment of program objectives.
- Collect and input data into the PBS (Performance Based Standards) system.
- Adhere to and maintain PREA (Prison Rape Elimination Act) standards, policies and practices.
- Comply with all funding and reporting requirements.
- Participate in all required trainings.
- Perform all other duties as required.

**Apply:**

**Email:** [jobs@cpa-ct.org](mailto:jobs@cpa-ct.org) (MS Word documents only)

**Fax:** (860) 967-3280

*ONLY CANDIDATES SELECTED FOR INTERVIEW WILL BE CONTACTED.*

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